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# NASA Policy Directive

**NPD 8710.1D**Effective Date: November 08,  
2006Expiration Date: November 08,  
2016**COMPLIANCE IS MANDATORY**[Printable Format \(PDF\)](#)

Request Notification of Change

(NASA Only)

**Subject: Emergency Management Program (Revalidated August 26, 2011)****Responsible Office: Office of Protective Services**

## Change History

Ch #	Date	Description/Comments
1	08/26/2011	Directive revalidated with administrative corrections office name and implement NPR 1400.1 NASA Directives and Charters Procedural Requirements.

### 1. POLICY

a. It is NASA's policy to provide baseline capabilities that meet requirements consistent with all applicable laws, national-level directives, and Agency requirements for responding to and effectively managing emergencies. Such baseline capabilities are to be continually maintained to mitigate crises with a capabilities-based approach, using one comprehensive plan coupled with incident-specific responses in the form of annexes for the range of adverse events. This prevents a fixation on any one threat or hazard. This concept is known as the "all-hazards" concept.

b. Target levels of baseline capabilities will balance the potential threat and magnitude of terrorist attacks, major disasters, and other emergencies with the resources required to prevent, respond to, and recover from them. This all-hazards decision framework will prioritize and optimize investments based on needs to maintain readiness, response, and recovery capabilities. This will be accomplished by performing the following actions:

(1) Developing, implementing, maintaining, and updating comprehensive and integrated emergency preparedness plans, including specific information for employees with disabilities at all NASA Centers and Component Facilities, using a multiyear strategy and program management process and a designated operating structure compliant with the National Incident Management System..

(2) Developing, implementing, maintaining, and updating a full spectrum of redundant and interoperable communications capabilities for use during an emergency to include both secure and non-secure voice and data connectivity, internet access, and electronic mailing. This capability shall include the use of mandated systems and software as required at the Federal level.

(3) Developing, implementing, and maintaining a test, training, and exercise program that demonstrates, assesses, and improves the ability to execute emergency plans at all NASA Centers and Component Facilities, using a three-year planning calendar. This program shall include an education and awareness component designed to meet national mandates and solicit the support and involvement of all personnel.

(4) Establishing and maintaining relationships with Federal, state, and local agencies that support interagency operations under national and regional emergency management plans and operations.

(5) Establishing and maintaining internal safety and health relationships in support of emergency readiness, response, and recovery across the Agency.

## **2. APPLICABILITY**

a. This NPD applies to NASA Headquarters (HQ) and NASA Centers, including Component Facilities, Jet Propulsion Laboratory, and contractors to the extent specified in its contract.

## **3. AUTHORITY**

a. National Aeronautics and Space Act, as amended, 42 U.S.C. § 2473(c)(1), Section 203(c)(1).

b. Exec Order No.12148,"Federal Emergency Management," (1979).

c. Exec Order No 12656, "Assignment of Emergency Preparedness Responsibilities," as amended. .

d. Exec Order No 12856, "Federal Compliance with Right-to-Know Laws and Pollution Prevention Requirements," (1993).

e. Emergency Action Plans, 29 CFR Part 1910.38..

f. Process Safety Management of Highly Hazardous Chemicals, 29 CFR Part 1910.119..

g. Hazardous Waste Operations and Emergency Response, 29 CFR Part 1910.120..

h. Occupant Emergency Program, 41 CFR Subpart 102-74.230 et seq..

## **4. APPLICABLE DOCUMENTS AND FORMS**

Department of Homeland Security's National Incident Management System (NIMS),

published March 1, 2004.

## **5. RESPONSIBILITY**

a. NASA shall ensure the following:

(1) That baseline capabilities be maintained to prevent and manage emergencies occurring at NASA facilities or arising from NASA activities and, to the extent permitted by law, to respond to other emergencies that may be local, national, or international in scope as requested through authorized channels.

(2) The NASA Emergency Management Program includes hazard-specific risk assessments, target baseline capabilities, program objectives, and emergency operating plans for all organizational elements of the Agency. Organizational elements will provide funding for these purposes

b. The Assistant Administrator (AA), Office of Protective Services (OPS), is designated as the senior policy official responsible for the NASA Emergency Management Program. The AA of OPS shall ensure the following:

(1) The NASA Emergency Management Program is effectively implemented, including designation of a NASA Chief Emergency Management Program Manager (EPPM).

(2) Emergency management plans (including interagency and individual Center plans involving NASA activity) are coordinated with appropriate NASA organizational elements.

c. The NASA Chief EPPM shall:

(1) Provide emergency management program administration, management, advocacy, and expertise in planning and operations.

(2) Function as the point-of-contact to liaise with the Department of Homeland Security, Federal Emergency Management Agency, other Federal organizations, and Multi-Agency Coordinating Groups in support of the National Response Plan and other emergency management plans involving NASA activity, ensuring such plans are coordinated with appropriate NASA organizational elements and providing the appropriate Federal organization with NASA's position concerning such plans and operations.

(3) Provide technical advice and assistance, including training for Agency and Center senior staff, emergency management teams, and Center Emergency Management Program Managers.

(4) Conduct continual review of emergency management readiness throughout NASA to assess proficiency and effective use of resources.

(5) Develop, plan, prepare, coordinate, and maintain a National Security Emergency Management Program designed for the continuity of mission- essential operations.

d. The Associate Administrator for Institutions and Management and Center Directors shall support the NASA Emergency Management Program and allocate necessary funding for implementation of Center- and Component Facility-specific emergency readiness, response, and recovery programs.

e. Other Officials-in-Charge of Headquarters Offices shall ensure their organization's support of the NASA Emergency Management Program by providing functional expertise during planning activities and emergency operations.

f. NASA Center Directors must ensure that the NASA Emergency Management Program is effectively implemented at their respective Centers and Component Facilities and shall:

(1) Designate a Center EPPM supported by trained and prepared emergency management teams.

(2) Annually review and approve Center-specific emergency management plans that are developed, implemented, and maintained to respond to, mitigate, and recover from all-hazard emergencies.

(3) Provide assistance in accordance with Center Director-approved mutual aid agreements entered into and outlining coordination of emergency management resources for mutual response to emergencies occurring within their jurisdictions.

(4) Designate representatives to state, regional, and local emergency management committees and work groups to ensure thorough preparedness during potential interagency emergency operations.

(5) The NASA Chief EPPM or HQ Emergency Operations Center, when operational, shall be notified of NASA personnel or resources deployed to regional, state, or local emergency operations during actual emergencies.

## **6. DELEGATION OF AUTHORITY**

None.

## **7. MEASUREMENT/VERIFICATION**

a. In assessing whether NASA complies with current regulations, the NASA Office of Protective Services shall do the following:

1. Utilize the Emergency Management section of the Protective Services Self Assessment Checklist to assess emergency management response and readiness at Centers and Component Facilities.

2. Ensure the assessment focuses on evaluating Center emergency management programs, plans, and procedures and establish a baseline for demonstrating the extent to which a Center will implement, test, and train personnel under their emergency management plans and procedures.

3. Have each Center submit a memorandum reporting that their Plan(s) have been reviewed; their emergency response procedures are current and provide copies to the AA for the OPS no later than September 30 of each year.

4. Supplemental metrics and reporting requirements may be developed and implemented depending upon internal/external mandates.

## 8. CANCELLATION

NPD 8710.1D, Emergency Preparedness Program, dated November 8, 2006.

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**Revalidated August 26, 2011, Original Signed by**

**/s/ Michael D. Griffin  
Administrator**

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### ATTACHMENT A: (TEXT)

#### References

- a. NPR 1040.1, NASA Continuity of Operations (COOP) Planning Procedural Requirements w/Change 1.
- b. NPR 1040.4, NASA Continuity of Operations.
- c. NPR 8715.2, NASA Emergency Preparedness Plan Procedural Requirements w/Change 4.
- d. Letter of Agreement between NASA and the Department of Homeland Security as signatory to the National Response Framework, published January 2008 pursuant to Homeland Security Presidential Directive - 5 (Management of Domestic Incidents), released February 28, 2003.
- e. Supplement to the National Response Plan, Catastrophic Incidents, released September 2005.
- f. Presidential Policy Directive / PPD-8: National Preparedness, released March 30, 2011.

#### (URL for Graphic)

None.

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